

Self-Issuer Permit Training

A Self-Study Training

Commercial Vehicle Services



**Washington State
Department of Transportation**

Objectives

- Understand how to use the Washington State Milepost Map
- Use the Axle Spacing Report Calculator
- How to utilize shopping cart functions and the bank page
- Determine vertical clearances
- Learn how to navigate eSNOOPI (WSDOT Permit Program)

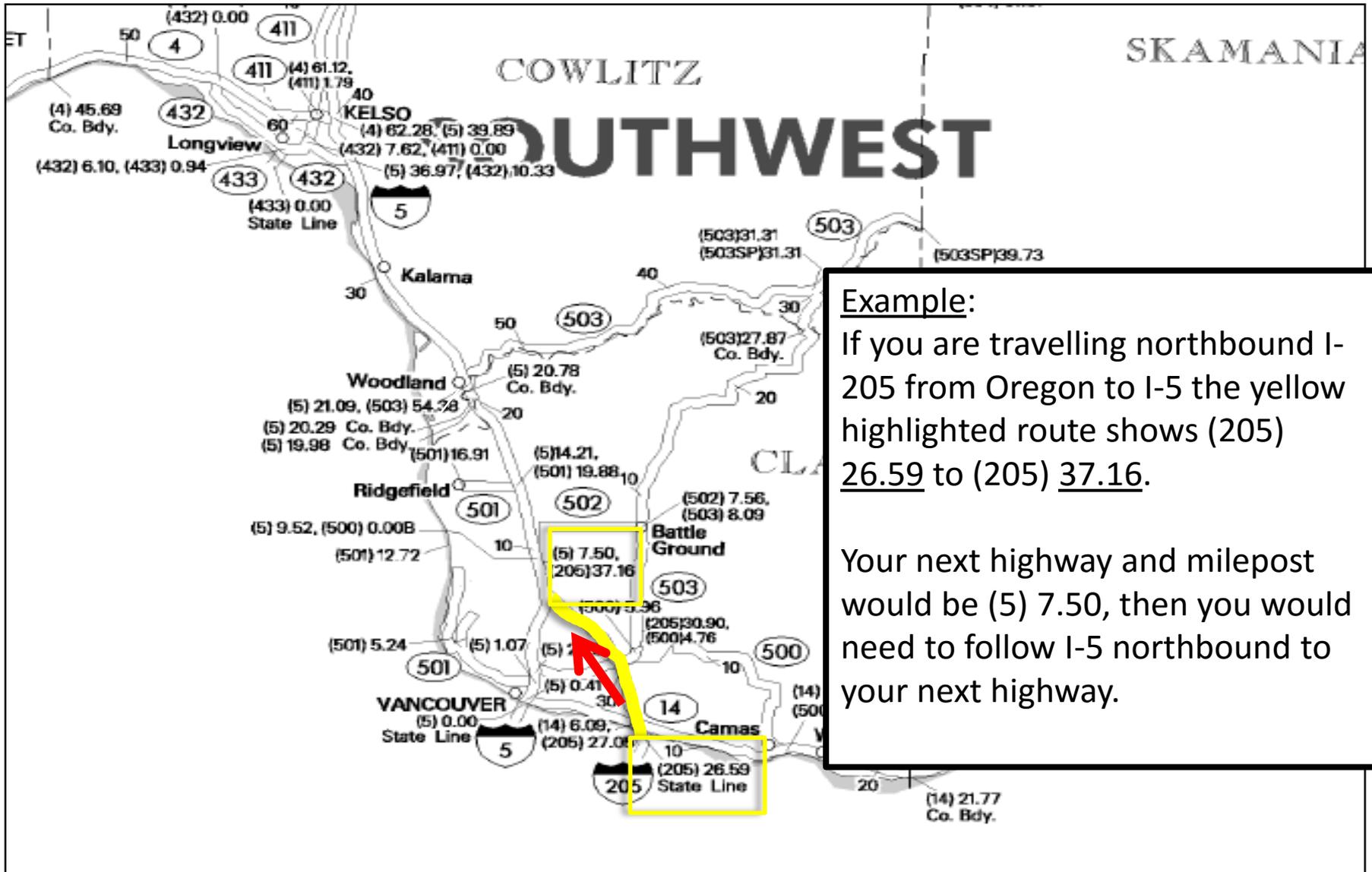
Washington State Milepost Map

- You will need a beginning and ending milepost on all state highways used.
- The highways are shown on the Milepost Map in parenthesis example: (205) 26.59, this is I-205 at the Oregon/Washington border at milepost 26.59 (see next slide on how to identify these mileposts)
- Account for county/city road mileage by using “co” as the highway, and total distance traveled on those local roads. Example “co” beginning milepost 0.00 end milepost 10.00. Indicating ten miles traveled on local roads.
- You must have approval by local jurisdiction to travel on their roads.

Local offices can be found:

http://www.wsdot.wa.gov/CommercialVehicle/county_permits.htm

Washington State Mile Post Map



Example:
If you are travelling northbound I-205 from Oregon to I-5 the yellow highlighted route shows (205) 26.59 to (205) 37.16.
Your next highway and milepost would be (5) 7.50, then you would need to follow I-5 northbound to your next highway.

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Over Size/Over Weight

Enter the highway number for each highway traveled. Example: Enter "5" for I-5
 Include county miles. Example: For 10 miles of county road enter: Highway "CO" Start Milepost "0" to End Milepost "10"

Fee Amount

- [MILEPOST MAP - STATEWIDE](#)
- [MILEPOST MAP - PUGET SOUND INSERT](#)
- [Bridge Vertical Clearance Trip Planner](#)
- [Milepost Map Help?](#)

Highway

Start Milepost

End Milepost

Distance Miles Km

Add

Highway	Start Milepost	End Milepost	Remove
Route Complete			

Route Complete

Return Trip (reverse route with the same load)

[Add to Cart](#)

[Add to Cart](#)

[Back](#)

Based on the information from the milepost map, your highway will be 205, your starting milepost will be 26.59 and your ending milepost will be 37.16. Then select "Add". Continue this process for your entire route. Your entire route needs to connect.

Washington State Milepost Map Tutorial



<https://www.youtube.com/watch?v=OzOkCSsPLaQ&feature=youtu.be>

Axle Spacing Calculator

- Helpful tool for knowing the weight limitations of a vehicle combination or single unit.
- An axle spacing report number is required for each overweight permit
- The report number will be assigned to the configuration

The distance between each axle

How many tires per axle

Tire size of all two-tire axles

Axle Spacing Report

Axle Spacing Report No. [Look Up](#) [Calculate](#) [Search](#) [Clear](#) [Save](#) [Help](#) [Print](#)

To calculate permitted weight, enter axle spacing, tires per axle and tire sizes and click Calculate and then Save.

For tire width entry:
For a standard tire size such as 11R 22.5 just use the "11"
For a metric tire size such as 265/70 R15 just use the "265"

This is Not a Permit

Use Feet-Inches vs. Decimal Feet

Axle No.	1	2	3	4	5	6	7	8	9	10		
Axle Spacing Ft -In	<input type="text"/>											
Tires per Axle	<input type="text" value="Cnt"/>											
Tire Width (in. or mm)	<input type="text"/>											
<u>Steer Axle</u>	<input type="checkbox"/>											
Drop Axle	<input type="checkbox"/>											
Permitted Weight (* see Remarks)	<input type="text"/>											
Total Permitted	<input type="text"/>										Legal Weight	<input type="text"/>

[More Axles](#) [Less Axles](#)

Indicate if there are any drop axles and if it is a self steering drop axle

Axle Spacing Report

Axle Spacing Report No. [Look Up](#) [Calculate](#) [Search](#) [Clear](#) [Save](#) [Help](#) [Print](#)

To calculate permitted weight, enter axle spacing, tires per axle and tire sizes and click Calculate and then Save.

For tire width entry:
For a standard tire size such as 11R 22.5 just use the "11"
For a metric tire size such as 265/70 R15 just use the "265"

This is Not a Permit

<input checked="" type="checkbox"/> Use Feet-Inches vs. Decimal Feet											
Axle No.	1	2	3	4	5	6	7	8	9	10	
Axle Spacing Ft -In	13-6	4-6	33-6	4-6	4-6						
Tires per Axle	2 ▾	4 ▾	4 ▾	4 ▾	4 ▾	4 ▾	Cnt ▾	Cnt ▾	Cnt ▾	Cnt ▾	
Tire Width (in. or mm)	11										
Steer Axle		<input type="checkbox"/>									
Drop Axle		<input type="checkbox"/>									
Permitted Weight (* see Remarks)											

Dashes indicate feet and inches

- When inputting tire size, do not use alpha characters.
- The first number indicates tire width
- An 11R 22.5 tire should be listed as, "11"

Axle Spacing Report - Details

- Axle Restrictions and Remarks will show up on your overweight permit when you use your axle spacing report number.
- Choosing show detail gives you additional information regarding your axle limitations.

Axle Spacing Report

Axle Spacing Report No. [Look Up](#) [Calculate](#) [Search](#) [Clear](#) [Save](#) [Help](#) [Print](#)

(6 Axles - Length: 60.50 ft. - Axle Groups:)

Axle Spacing Report 62474 was successfully saved.

This is Not a Permit

<input checked="" type="checkbox"/> Use Feet-Inches vs. Decimal Feet											
Axle No.	1	2	3	4	5	6	7	8	9	10	
Axle Spacing Ft - In	13-6	4-6	33-6	4-6	4-6						
Tires per Axle	2	4	4	4	4	4	Cnt	Cnt	Cnt	Cnt	
Tire Width (in. or mm)	11										
Steer Axle		<input type="checkbox"/>									
Drop Axle		<input type="checkbox"/>									
Permitted Weight (* see Remarks)	13,200	22,000	22,000	22,000	22,000	22,000					

Total Permitted **Legal Weight** [More Axles](#) [Less Axles](#)

Axle Restriction and Remarks for Permitted Weights

Axles separated by less than 7 ft. Not to Exceed 43,000 lbs.
Tridem axles 4-6 Not to Exceed 58,500 lbs.

[Show Detail](#)

Last modified on 2/29/2008

Axle Spacing Report Details

- The detail will show both permitted weight and legal weight.
- The program will show the max allowed per single axle, group axles, and gross axles.

[Hide Detail](#)

Number of Axles: 6
 Length: 60.50 ft.
 Total Permitted: 114,700 lbs. = 1 (13200) + 2-3 (43000) + 4-6 (58500)
 Legal Allowed: 89,700 lbs. = 1 (13200) + 2-3 (34000) + 4-6 (42500)

Axle(s)	Span (ft.)	Permitted Weight lbs.
1		13,200
1-2	13.50	35,200 = 1 (13200) + 2 (22000)
1-3	18.00	56,200 = 1 (13200) + 2-3 (43000)
1-4	51.50	78,200 = 1 (13200) + 2-3 (43000) + 4 (22000)
1-5	56.00	99,200 = 1 (13200) + 2-3 (43000) + 4-5 (43000)
1-6	60.50	114,700 = 1 (13200) + 2-3 (43000) + 4-6 (58500)
2		22,000
2-3	4.50	43,000
2-4	38.00	65,000 = 2-3 (43000) + 4 (22000)
2-5	42.50	86,000 = 2-3 (43000) + 4-5 (43000)
2-6	47.00	101,500 = 2-3 (43000) + 4-6 (58500)
3		22,000
3-4	33.50	44,000 = 3 (22000) + 4 (22000)
3-5	38.00	65,000 = 3 (22000) + 4-5 (43000)
3-6	42.50	80,500 = 3 (22000) + 4-6 (58500)
4		22,000
4-5	4.50	43,000
4-6	9.00	58,500
5		22,000
5-6	4.50	43,000
6		22,000
Axle(s)	Span (ft.)	Legal Weight lbs.
1		13,200
1-2	13.50	33,200 = 1 (13200) + 2 (20000)
1-3	18.00	47,200 = 1 (13200) + 2-3 (34000)
1-4	51.50	67,200 = 1 (13200) + 2-3 (34000) + 4 (20000)
1-5	56.00	81,200 = 1 (13200) + 2-3 (34000) + 4-5 (34000)
1-6	60.50	89,700 = 1 (13200) + 2-3 (34000) + 4-6 (42500)
2		20,000
2-3	4.50	34,000
2-4	38.00	54,000 = 2-3 (34000) + 4 (20000)
2-5	42.50	68,000 = 2-3 (34000) + 4-5 (34000)
2-6	47.00	76,500 = 2-3 (34000) + 4-6 (42500)
3		20,000
3-4	33.50	40,000 = 3 (20000) + 4 (20000)
3-5	38.00	54,000 = 3 (20000) + 4-5 (34000)
3-6	42.50	62,500 = 3 (20000) + 4-6 (42500)
4		20,000
4-5	4.50	34,000
4-6	9.00	42,500
5		20,000
5-6	4.50	34,000

Axle Spacing Report Calculator

Using the axle spacing report calculator



How to create axle spacing report numbers and view axle configuration allowances.

<https://www.youtube.com/watch?v=utrPSOkUY3s&feature=youtu.be>

Shopping Cart

Note: Any permits left in the cart and not issued will be cancelled at midnight.

Note: If you need additional permits please add them to your shopping cart before checking out.

Your Cart is : 

Company	Vehicle	Permit Type	Fee Amount	Start Date	End Date	View	Remove
JUST-A-TESTIN	12345	Trip	25.00	06/09/2015	06/11/2015		

Total Permits

Payment

Total Fee Amount

I have reviewed my permit(s) and acknowledge that all sales are final.

[Continue Shopping](#)

Check Out

The shopping cart allows you to view your permits prior to paying to ensure they are accurate. To view the permit choose the magnifying glass below the word "view". If there is an error then simply remove the permit from your cart by choosing the red "X".

If you are purchasing multiple permits, add them all to the cart prior to checking out.

If all looks fine then check the box that all sales are final and choose "Check Out".



Review Payment Information

You will now be redirected to our trusted payment processor to enter your credit card details.
Amount: \$25.00

Pay Now

Once you choose to “Check Out” you will be directed to a trusted payment processor that takes you to a secure payment page.

Provide all of the information that is required (marked with an asterisks).

You will need a VISA or MasterCard to complete your payment.

Once you have provided all the payment information choose, “Pay”.



Billing Information

* Required field

First Name *	<input type="text" value="John"/>
Last Name *	<input type="text" value="Doe"/>
Address *	<input type="text" value="POBOX4-7367"/> <input type="text"/>
City *	<input type="text" value="OLYMPIA"/>
Country *	<input type="text" value="United States of America"/> ▼
State/Province *	<input type="text" value="Washington"/> ▼
Zip/Postal Code *	<input type="text" value="98504"/>
Email *	<input type="text"/>

Payment Details

Card Type *	<input checked="" type="radio"/> VISA	<input type="radio"/> MasterCard
Card Number *	<input type="text" value="4111111111111111"/>	
Expiration Date *	<input type="text" value="08"/> ▼	<input type="text" value="2018"/> ▼

Cancel

Pay

Shopping Cart Permits

Credit Card Transaction is Successful

Order No: 806287

Authorization Code: 0XXXXA

Cart No: 748418

[Print Receipt](#)

Permit	Company	Vehicle	Permit Type	Fee Amount	Start Date	End Date
ET0187656	JUST-A-TESTIN	12345	Trip	25.00	06-09-2015	06-11-2015

Total Fee Amount \$25.00

[Print Your Permits](#)

When your credit card transaction is successful you will be directed back to the shopping cart with your permits.

You will also receive a confirmation email from the permit program with the payment information.

All you have to do now is "Print Your Permit".

Shopping Cart and Bank Page Tutorial

Shopping cart and paying

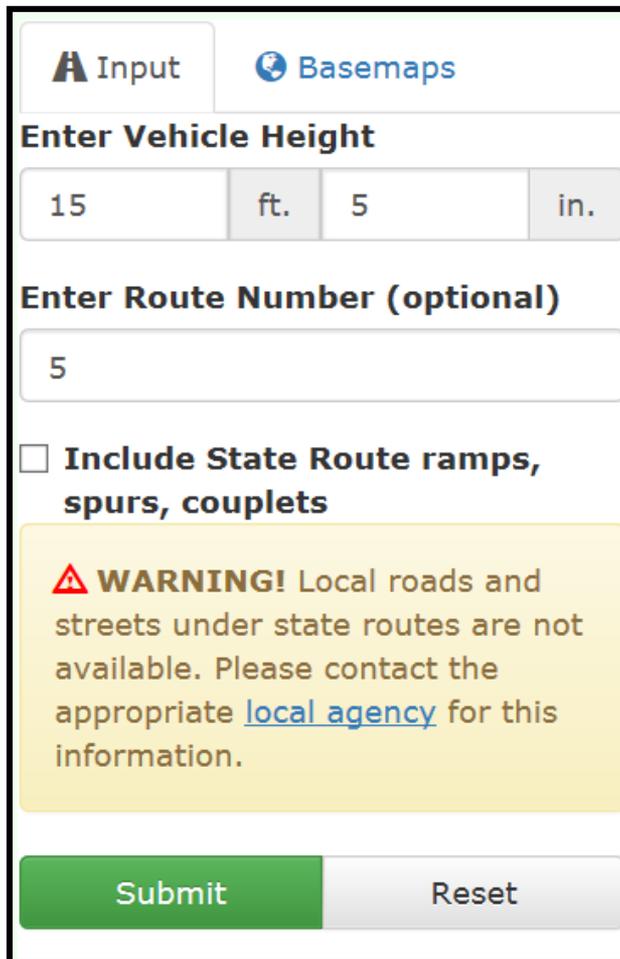


How to use the shopping
cart and process your
payments in eSNOOPI.

<https://www.youtube.com/watch?v=i2mYXlyUi2s&feature=youtu.be>

Using the Vertical Clearance Trip Planner

The WSDOT State Route Bridge Vertical Clearance Trip Planner is a tool to verify clearances along Washington State highways.



The screenshot shows the user interface of the WSDOT State Route Bridge Vertical Clearance Trip Planner. At the top, there are two tabs: 'Input' (selected) and 'Basemaps'. Below the tabs, the section is titled 'Enter Vehicle Height'. It features a form with three input fields: the first contains '15', the second contains 'ft.', and the third contains '5', followed by a unit selector 'in.'. Below this, the section is titled 'Enter Route Number (optional)' with a text input field containing '5'. There is a checkbox labeled 'Include State Route ramps, spurs, couplets' which is currently unchecked. A yellow warning box contains a red triangle icon and the text: 'WARNING! Local roads and streets under state routes are not available. Please contact the appropriate [local agency](#) for this information.' At the bottom, there are two buttons: a green 'Submit' button and a grey 'Reset' button.

- You will need to know the measurement of your load from the roadway surface to the highest point.
- You will need to select a route that you want to view. The results will show all vertical clearances that are at the height listed and below along the selected route.

Input Basemaps

Find an address

Enter Vehicle Height

15 ft. 5 in.

Enter Route Number (optional)

5

Include State Route ramps, spurs, couplets

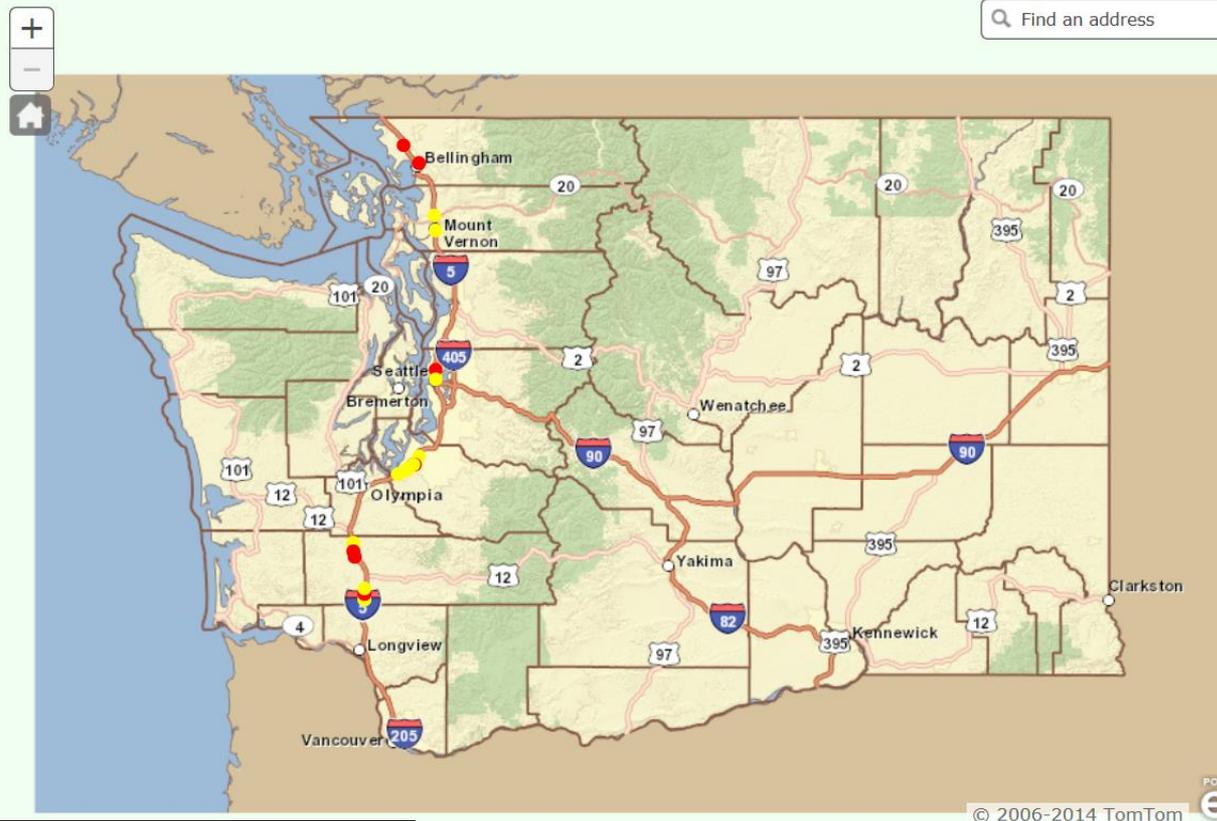
WARNING! Local roads and streets under state routes are not available. Please contact the appropriate [local agency](#) for this information.

Submit

Reset

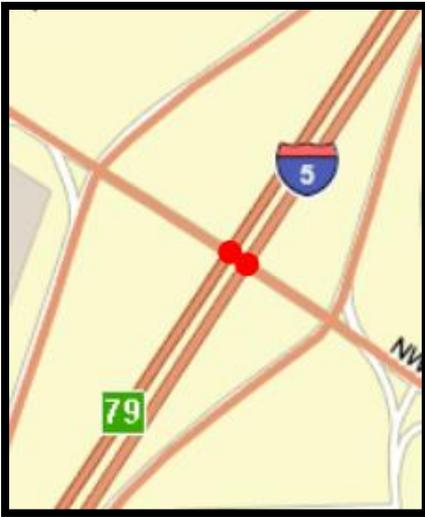
[Zoom to results](#)

Count	Description
14	Vehicle will not pass under
21	Vehicle could pass



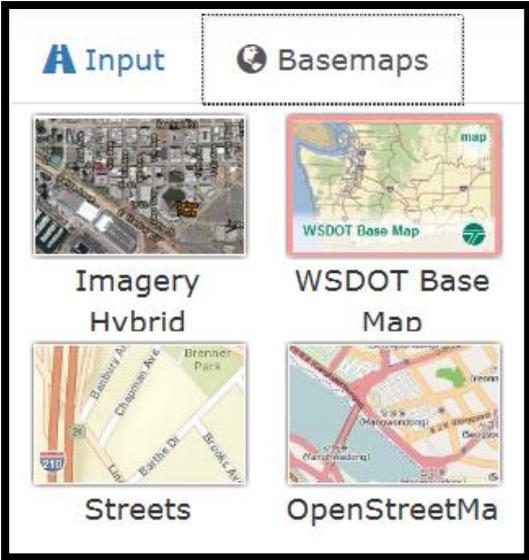
Count	Description
14	Vehicle will not pass under
21	Vehicle could pass under if correct lane is chosen

Vertical clearance will appear as red or yellow dots on the map. Red dots indicate the height selected will not pass under structure, and yellow dots indicate that the load could pass under structure if the correct lane is chosen.



- Zoom in to a colored dot to see if there are any alternative routes around the structure.

- It may be beneficial to change the map type by choosing “Basemaps” on the left hand navigation and choosing “Imagery Hybrid”. This gives a satellite type view of the area.



- By zooming and changing the map type you can determine if there is a ramp available to bypass the low structures along your chosen route.



- The yellow indicators represent structures that you may clear if the correct lane is chosen. Zooming allows you to see the structure, select the structure by hovering your mouse over it, then left click.

SKOOKUMCHUCK RIVER

Vertical Clearance	Minimum	14'3"
	Maximum	16'0"

Milepost 82.28 — 82.33

- [Google Street View](#)
- [Local agency contacts](#)

[Details...](#) ▾

[Zoom to](#)

- This will reveal the structures minimum and maximum clearances.
- Choose the “Google Street View” to see the structure from the roadway surface.



Vertical Clearance Trip Planner Tutorial



<https://www.youtube.com/watch?v=CRJVesjeLfE&feature=youtu.be>

TEST



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Duplicate Permit

For issuing from a previous permit search by Original Company or Original Permit Number. Then select the Permit to copy.

Original Company

JUST-A-TESTIN 

Plate Number

Vin Number

Search

Unit Number

Original Vehicle

Select Vehicle 

Original Permit

Select Permit 

After selecting the permit Enter New Company (if it is different from above) and select New Vehicle to receive the permit

Duplicating an already issued permit saves you time. If you want to create a new permit from a previous permit choose "Duplicate Permit".

You can search for the previously issued permit by original vehicle or the original permit number. Use the drop down menus to choose the vehicle or permit.

Duplicate Permit

For issuing from a previous permit search by Original Company or Original Permit Number. Then select the Permit to copy.

Original Company

JUST-A-TESTIN

Plate Number

Vin Number

Search

Unit Number

Original Vehicle

Select Vehicle

Original Permit

001858462, Issued, OSOWSI, May 28 2015 9:37AM, JUST-A-TESTIN

After selecting the permit Enter New Company (if it is different from above) and select New Vehicle to receive the permit

Issue to

Plate Number

Vin Number

Search

Unit Number

Select Vehicle From List* OR

Multiple Vehicles

New Vehicle

Select Vehicle
12345 , WA , 4444444444444444 ,
12345 , WA , 33333335555558888 , 1
987465 , WA , 9845 , 2
NEWPLATE , WA , 4444444444444449 , 61
TESTER1 , WA , TESTTESTTESTTEST , TEST

[Edit] [Add]

ESnoopi Version: 6.1.0

Once you have chosen the permit that you want to duplicate you will need to select the vehicle that you want to create the new permit with. Again, use the drop down menu to choose your vehicle or you can search by the specific vehicle identifiers (Plate, VIN, or Unit Number). Once you have chosen the vehicle for the new permit, choose "Proceed".

Over Size/Over Weight - Self Issuer



Fields marked with * are required. Please do not use comma in the weights.

Company	JUST-A-TESTIN		
Vehicle	12345		
Load Description*	test		
Start Date*	6/8/2015	Expire Date	6/10/2015
Origin*	test	Destination*	test
<input checked="" type="radio"/> Tractor/Trailer <input type="radio"/> Truck/Trailer <input type="radio"/> Tractor/Double Trailer <input type="radio"/> Single Unit			

Does this permit need weight?* Yes No

Width	10	ft	0	in
Height	0	ft	0	in
Total Length	Not Applicable			
Trlr/Load Length	0	ft	0	in
Front Overhang	0	ft	0	in
Rear Overhang	0	ft	0	in

Other Information This is a single trip permit.

Special Conditions
Check website: www.wsdot.wa.gov/commercialvehicle/ prior to movement for any revised restrictions/conditions. Oversize/Overweight permitted vehicles with transponders must stop at all open weigh

Restrictions:

** FORM 560-002 ATTACHED.
**APPROVED PERMIT ROUTE DOES NOT GUARANTEE HEIGHT CLEARANCES
** IF TRAVELING ON CITY OR COUNTY STREETS, LOCAL APPROVAL MUST BE OBTAINED.
** REFER TO FORM 560-002 FOR ESCORT CAR REQUIREMENTS

After you proceed the program takes you right to the details of the new permit.

The details match the original permit information. If you need to make minor adjustments you can.

You can complete your permit with the same method that you used for the original permit.

Duplicating Permits Tutorial



<https://www.youtube.com/watch?v=X6xwvMCXjc&feature=youtu.be>

Self Issued Permits

Cannot be modified after purchase

Can be issued 24 hours a day, 7 days a week

It is the responsibility of the carrier to check restrictions prior to moving oversized loads.

Carriers are also required to check the route for over height clearances prior to moving.

Permits are only valid for state routes; you must contact the local jurisdiction for approval to travel on city streets and county roads.

It is also the responsibility of the carrier to know and follow the rules and regulations related to oversized loads.

Self Issue Permit Types

Oversize/Overweight - Self Issue Permit

This permit is an oversize and/or overweight permit for a vehicle with a non-divisible load. This permit is a route specific permit type that requires you to provide the route and mileposts for all state highways used and to account for local mileage (county/city roadways) traveled. This permit is valid for three consecutive days and is a single use permit.

An axle spacing report is required to issue this permit when it is greater than legal weight. (Jeeps and boosters are considered part of the semi trailer). Self-Propelled vehicles are considered a single unit when using a boom dolly.

\$10.00 for a dimensional only load. Weight prices depend on the combined gross vehicle weight and the distance traveled.

The size limitations are:

16 feet wide

16 feet high

125 feet trailer load length

200,000 lbs. gross weight

Self Issue Permit Types Continued

Temporary License Permit (Trip Permit) - This permit provides temporary vehicle Washington State Licensing for three consecutive days to a vehicle in lieu of regular licensing. The permit grants legal capacity up to 40,000 lbs. for a single unit (non-combination) vehicle and up to 80,000 lbs. for combination vehicles. \$25.00

Temporary Fuel Use Permit - A fuel permit is required upon entering the State of Washington when a commercial vehicle (equipped with two axles with a GVW exceeding 26,000 lbs. or a three-axle vehicle regardless of GVW) is powered, by special fuel, including but not limited to diesel or propane, and does not pay fuel tax under the International Fuel Tax agreement (IFTA). \$30.00

Single Trailer - Allows for a divisible load carried on a semi-trailer up to 56 ft. of length (30 day periods to one year) \$10.00 per month / \$100.00 per year

Double Trailer - Allows for divisible loads to be carried on a set of double trailers up to 68 ft. (30 day periods to one year) \$10.00 per month / \$100.00 per year

Self Issue Permit Types Continued

Non-Divisible Load - Dimensional only permits: 14 ft. wide, 15 ft. high and up to 125 ft. of length depending on combination type (30 day period up to one year) Length is \$10.00 per month and Height/Width is \$20.00 per month

Manufactured Housing - Permits with dimension envelope of 15 ft. high, 15 ft. wide (include a 12 inch eave) and trailer length not to exceed 75 ft., including tongue length (30 day period up to one year) \$30.00 per month /\$360.00 per year

Empty Apple Bins - Permits height up to but not to exceed 15 ft. (30 day periods up to one year) \$20 per month / \$240.00 per year

Hay Bales - Permits height up to but not to exceed 15 ft. (30 day periods up to one year) \$20 per month / \$240.00 per year

Log Tolerance - Permits weights in excess of federal bridge formula for 3-axle log truck pulling 2-axle pole trailer (quarterly periods up to one year)

Fixed Load - Allows for single unit (3 or 4 axles only) to have an overweight permit for a 30 day period. 3 axle \$70.00 or 4 axle \$90.00 per month

Self Issue Permit Types Continued

Temporary Additional Tonnage - Temporarily increases licensed weight of single units or combinations. This permit is for legal weights only. Minimum of 5 day periods (\$14.00 per ton)

Tarping System - Permits divisible load width up to 9 ft. This permit is for loaded vehicles that are equipped with a tarping system. \$20.00 per month / \$240.00 per year

Collection Truck - 2 or 3 axle single unit permit for limited excess weight (annual) 2 axle \$252.00 or 3 axle \$336.00 - Required to check the [Collection Truck Restrictions](#). (pdf 85kb)

Canadian Weight/State Route 9 - This permit allows drivers to haul reducible loads with Canadian Weights from the Canadian border to Sumas, Washington on SR 9. \$14.00 annual

Canadian Weight/US Highway 97 - This permit allows drivers to haul reducible loads with Canadian Weights from the Canadian border to milepost 331.12 (Oroville Rail Yard). \$100.00 per month / \$1000.00 annual

State Route 509 - This permit allows for sealed shipping containers to travel on a portion of SR 509 in the Port of Tacoma. \$100.00 per month / \$1,000.00 per year

Permits that you cannot self-issue

- Superloads (dimensions exceeding 16 feet wide, 16 feet high, 125 feet load length, or loads exceeding 200,000 pounds).
- Western Regional/Multiple-state permits.
- Nighttime travel requests that exceed at least one of the following dimensions: 12 feet wide, 14 feet 6 inches high, or 105 feet overall length.
- 8-tire axle weight permits
- Farm implement permits
- Manufactured housing permits that exceed allowances on the Manufactured Home Map.